



Hendry County Sheriff's Office

General Order 19.27

TITLE: Unmanned Aircraft Systems	SHERIFF'S APPROVAL: Digital
ORIGINATION DATE: May 27, 2019	REVISION DATE:
RELATED REFERENCES: §934.50, F.S., 14 Code of Federal Regulations Part 107, Federal Aviation Administration Small Unmanned Aircraft Regulation Part 107	
CFA: 32.03	
REVIEW FREQUENCY: 3 YEARS	DATE OF NEXT REVIEW: May 27, 2022

I. PURPOSE: To establish policy / procedure for the use of unmanned aircraft systems.

II. SCOPE: This order shall apply to all sheriff's office members.

III. POLICY: It is Hendry County Sheriff's Office policy to assure efficient use of all of its Small Unmanned Aircraft Systems (sUAS) to fulfill its mission of law enforcement in Hendry County.

IV. PROCEDURE

A. Requests for use of suas

1. Requests for air support utilizing a sUAS may be initiated by any supervisor of the agency.
2. All emergency requests for air support shall be made through Consolidated Dispatch. They will notify the sUAS Operations Coordinator and shall notify the District Commander of the request.
3. All non-emergency requests for air support shall be directed to the sUAS Operations Coordinator, or designee.

B. Authorization for use of suas

1. The sUAS Operations Coordinator or designee may authorize the use of a sUAS only in the following situations:
 - a. To counter a high risk of a terrorist attack by a specific individual or organization if the United States Secretary of Homeland Security determines that credible intelligence indicates that there is such a risk.
 - b. If the law enforcement agency first obtains a search warrant signed by a judge authorizing the use of a sUAS.

- c. If the law enforcement agency possesses reasonable suspicion that, under particular circumstances, swift action is needed to prevent imminent danger to life or serious damage to property, to forestall the imminent escape of a suspect or the destruction of evidence, or to achieve purposes including, but not limited to, facilitating the search for a missing person.
 - d. Any other use that is authorized by Section 934.50, Florida Statutes, and 14 CFR Part 107.
- 2. The sUAS may also be used for training and non-evidentiary, non-criminal law uses.
- 3. As provided by Federal Aviation Administration (FAA) regulations, while sUASs are in-flight, the PIC is authorized and responsible for making all decisions regarding use of the sUAS, including but not limited to:
 - a. Direction of sUAS;
 - b. Duration of air time;
 - c. Abilities of the sUAS;
 - d. Use of affixed equipment; and
 - e. Allowance or advisability of affixing additional equipment.
- 4. The PIC is authorized to refuse any flight request based on current meteorological conditions, physiological conditions, or for any other reason that may affect the safety of flight.

C. Suas operations

- 1. The first and utmost objective of the sUAS Operations Unit is to provide safe and efficient remote airborne law enforcement to Hendry County residents by utilizing sUAS's for law enforcement activities within the guidelines of Section 934.50, Florida Statutes, and 14 CFR Part 107.
- 2. The primary operational guidelines for the sUAS will be Section 934.50, Florida Statutes, and 14 CFR Part 107.
- 3. The use of the sUAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, PIC, PAC, and VO shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy.
- 4. If at any time the sUAS malfunctions, or does not operate to the manufacturer specifications, the sUAS operation will be terminated and the sUAS will be grounded until all necessary repairs are made. Any malfunction will be reported to the sUAS Operations Coordinator as soon as practical. All repairs will be arranged by the sUAS Operations Coordinator.
- 5. During operations utilizing both manned aircraft and sUAS, the PIC of the manned aircraft will at all times be in control of the flight portion of the mission and may ground the sUAS, if deemed appropriate.

D. Pilot licensing, certification, and responsibilities

- 1. PIC's shall be licensed by the Federal Aviation Administration, 14 CFR Part 107.

2. The sUAS Operations Coordinator will ensure the sUAS, including all of its system components, are charged and in mission-ready condition.
3. PIC's shall be responsible for the following:
 - a. Care and maintenance of sUAS's assigned to them;
 - b. Pre-flight inspections; and
 - c. Logging personal flight data, aircraft flights data, and infield maintenance performed.
4. In flight, it is the primary responsibility of the PIC to maintain safety of the flight while providing an aerial platform for observations to be made by the necessary persons involved in the operation. sUAS's shall be used only under acceptable weather and safety conditions so as not to endanger persons, property or equipment, as determined by the PIC.

E. Visual observer responsibilities

1. Aid the PIC/PAC by being alert to conditions which could create hazards to flight safety.
2. Maintain a visual line of sight and communicate observations to the PIC/PAC.
3. Alert the PIC/PAC of any sUAS in the area.
4. The VO shall not be assigned any duties that are not related to the direct observation of the sUAS and shall communicate all observations with the PIC/PAC.
5. A minimum of one (1) VO will be required for all non-training sUAS operations. The VO can be anyone authorized by the PIC that has been briefed, and understands the requirements of visual observer position and the responsibility it entails.

F. Images, data and retention

1. The PIC will be responsible for collecting DME and handling such evidence as required by the Property and Evidence.
2. Images not considered evidence will be maintained and stored on a dedicated external hard drive consisting of a dual mirroring drives for assured backup. Said dedicated external hard drives will be maintained by the sUAS Operations Coordinator and all recorded images not DME will be documented on the flight log and given to the sUAS Operations Coordinator for immediate download to the dedicated external hard drive.
3. DME that has evidentiary value will be archived and turned in to the Property and Evidence Unit. DME that does not have evidentiary value will be retained in accordance with General Records Schedule.

G. Prohibited uses

1. A sUAS shall not be used to gather evidence or other information, unless meeting one (1) of the "Authorized Uses" in Section II.A. above.
2. The sUAS shall not be used:

- a. When other manned aircraft are operating in the immediate area, unless there is coordination between the PIC and the Pilot of the manned aircraft.
- b. In contradiction to the manufacturer's specifications or instructions.
- c. To conduct personal business of any type.

H. Remote pilot training

1. Before being authorized as a PIC, the individual shall complete the following:
 - a. A sUAS pilot training course, which has been approved by the sUAS Operations Coordinator.
 - b. Pass the Federal Aviation Administration (FAA) sUAS test.
 - c. Five (5) hours of practical flight time at the controls of a Sheriff's Office sUAS that is supervised by the sUAS Operations Coordination.
2. Anyone holding a FAA Airman Certificate by FAA Regulations are exempt from Section VIII.A.1 and 2, provided they obtain a Remote Pilot rating by completing an online course and test provided by the FAA and obtain their Remote Pilot rating.

V. GLOSSARY

DIGITAL MEDIA EVIDENCE (DME) - Digital recording of images, sounds, and associated data.

EMERGENCY REQUEST – A request which requires the immediate response of air support and where an unnecessary delay could result in loss of life, loss of property, flight from apprehension, or decay of evidence significant to the investigation.

FEDERAL AIR REGULATIONS (FAR) – Federal laws and regulations governing all aircraft operations.

NON-EMERGENCY REQUEST – Those requests for air support that would permit scheduling of the flight and an immediate response is not critical to the outcome of the flight.

REMOTE PILOT IN COMMAND (PIC) – The remote pilot responsible for the operation and safety of the sUAS during all aspects of remote flight.

REMOTE PILOT AT THE CONTROLS (PAC) – The authorized agency member that is physically operating the remote control of a sUAS.

SMALL UNMANNED AIRCRAFT SYSTEM (SUAS) – An unmanned aircraft system, sometimes called a drone, is an aircraft without a human pilot onboard. Instead, the sUAS is controlled from an operator on

the ground.

SUAS OPERATIONS COORDINATOR – The Lead Pilot whose responsibilities include the coordination of the sUAS acquisitions, operations, training of the remote pilots, maintenance, and operational deployments.

VISUAL OBSERVER (VO) – Any person so designated by the Remote Pilot in Command (PIC) with the sole responsibility of visually observing the sUAS and communicating with the PIC and/or Remote Pilot at the Controls (PAC) for the safety of the sUAS operation and anyone in the surrounding area.

Your electronic signature in Power DMS acknowledges you have read this policy and understand it.